



*International
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05 January 2009

To: Executive Committee members, Council 'A' member organizations, 'E' members

**IFHE COUNCIL MEETING No. 41, 19 OCTOBER 2008; BARCELONA, SPAIN
MAJOR ISSUES DISCUSSED AND DECISIONS RECORDED**

Dear Members,

Council Meeting No 41 was held on Sunday 19 October 2008 at 09:00 at the congress venue Palau de Congressos de Catalunya, Av Diagonal 661, Barcelona. In terms of IFHE Standing Order S.O.9.2, a summary has been prepared of the major matters arising from the meetings proceedings, indicating the actions required to be taken. In this summary, the item numbers relate to the agenda followed in Council:

2.1 Attendance Register

55 persons were present - 9 Executive Committee members, 41 Council representatives, 3 Honorary members, and 2 observers. 25 National organizations were represented.

2.3 Obituaries

Council observed a one minute silence in memory of Lawrence G Hadley OBE, IFHE President 1998 -2000, who passed away on 12 August 2008; and Wayne McLellan, CHES President, on 11 October 2008.

5.5 New member admission - SIAIS Italy

Council agreed that the application for admission to A National membership submitted by SIAIS Italy be accepted, subject to certain modifications being made to the agreement dated 14 October 2008 between FENATO and SIAIS to resolve the matter of representation on Council. Daniela Pedrini was welcomed as the SIAIS representative to be seated with Suzanna Assini of FENATO. The General Secretary is to record the conditions under which the acceptance was agreed, and is to convey these to the organizations concerned.

5.2 Members' fee payment status and 5.3 Membership suspension and termination

Council agreed that the A National member organizations in arrears with annual fee payment should be approached by the General Secretary to ascertain the reasons for their failure to pay, and to again draw attention to opportunities presented by the Reserve fund report to apply for financial assistance.

5.4.1 Membership and IFHE promotion in East Africa

Council agreed to a proposal for furthering the objectives of IFHE by agreeing that six persons involved in healthcare engineering and technology in Kenya, Uganda and Tanzania, be selected to attend the SAFHE National Biennial conference and training sessions at Cape Town in 2009. IFHE will sponsor four from the Reserve Fund, and SAFHE will fund two. Steve Drinkrow, immediate Past President, was mandated to prepare a budget estimate and take appropriate steps in this regard.

5.4.2 Membership and IFHE promotion in Latin America

Vice President Castella reported on progress and in particular his attendance at the ABDEH congress in Porto Alegre, Brasil, 13-15 August 2008.

6.1 Election of President for 2008-2010

Francisco Castella was duly elected IFHE President and was handed the insignia of office by Steve Drinkrow.

6.2 Election of Immediate Past President as 'E' Honorary member

Castella proposed and Council approved the election of Steve Drinkrow as an Honorary member.

6.4 President's statement

The incoming president deferred making a statement. [The IFHE NEWSletter December 2008 Presidents Column describes his intentions for his period of office.]

7.2 Administrative support service provider

Council agreed to the recommendation that a revised agreement be entered into with IHEEM UK to provide an administrative support service to IFHE beyond October 2008 to cover the period January 2009 to December 2011. The President and General Secretary were authorised to conclude and sign the revised agreement

7.3 IFHE Newsletter

The newsletter continues to be produced at three issues per year. The timing of publication has varied to enable inclusion of relevant material arising from IFHE major activities. It was suggested that translation of the NEWSletter into selected major languages for website publication would increase its readership; and that the cost of translation and website placing may be offset by ceasing distribution of the Health Estate Journal.

7.4 Health Estate Journal

The distribution of international issues of the HEJ to about 60 IFHE members occurs four times a year. Past President Baekken was of the opinion that continuation of this distribution is desirable, and favored funding of translation requirements for the newsletter and website improvement from a separate budget allocation.

7.5 Website

Development and regular updating of the website as an important avenue of communication was emphasised. Baekken appealed for further material to be contributed; and Castella stressed the need to 'actualise' the site.

7.6 IFHE Booklet

Executive committee had been informed about the difficulty experienced in producing an updated version via outsourcing of the work. It was felt that the task would best be performed by a person with intimate knowledge and experience of IFHE affairs and would require long term commitment. Council agreed that the General Secretary be authorized to contact past members with a view to producing a document by November 2010. It was recommended therefore that funds for this purpose be omitted from the 2008 and 2009 budgets.

8.1 Financial statements for the periods 01.01.2007 to 31.12.2007

Financial audited statements for the year ending 2007 were presented to, and approved by, Council.

8.2 Budget 2007 as approved at CM40 - comparison with actual income and expenditure for 2007

Increased income from additional fees and interest in conjunction with decreased expenditure due to the non-transaction of payments late in the year, and no expenditure in respect of additional secretarial services, booklet revision, website and reserve fund, yielded a +9878 surplus instead of a budgeted -5340 deficit.

8.3 Budget for 2008 final and 8.4 Budget 2009 provisional

Budgets were presented and approved by Council. Deficits of -560 in 2008 and -4825 in 2009 are anticipated.

8.6 Fees and subscriptions

Council agreed that: the current approved fee scale be retained as the basis for calculation of A' member annual fees; in 2009, the annual 3% escalation, as previously approved, not be applicable to 'A' and 'B' member fees; and the subscription for 'C' and 'D' members not be increased.

9.1.1 WHO/IFHE collaboration

Dr Issakov via e-mail 14 October apologised for not being able to attend the Council meeting or Congress.

Council agreed that collaboration with WHO should continue.

8.2 IFHE/Touch Briefings - joint publication

Andy Wavell, IFHE liaison, had reported that, as the agreement with Touch Briefings was no longer valid, he had prepared an outline specification and invited three firms (including Touch Briefings) to put forward proposals for publication of future annual reports on Healthcare Engineering in conjunction with IFHE. In the event he had received only one expression of interest - from STEP Communications. Council agreed to the Executive Committee recommendation that efforts be made to continue with production of an annual publication; and that Andy Wavell be authorised to pursue negotiations with STEP Communications with a view to formulating an agreement for publishing of future joint publications. The agreement is to be submitted to Executive Committee for finalisation and approval.

10.2 21st congress 2010 Tokyo

Yasushi Nagasawa tabled an information leaflet and reported that due to availability of the venue the dates had been shifted one week to 17- 19 November 2010.

10.3 22nd congress 2012

One application to organize the congress had been received - from FSTL Norway. The applicant's nominee Erik Hoibjelke gave a 15 minute presentation. Council decided to award the congress organisation to FSTL by general acclaim.

10.4 23rd congress 2014

Letters inviting A National members to apply to organise the congress will be issued by end of October 2009.

11.2 Standing Orders

Latest version September 2007 includes addition of new clause S.O.3.6.b. IFHE letter dated 03 January 2008 in pursuance thereof asked members to return data sheets, activity reports, latest constitutions, by a stipulated date. Response has been disappointing.

14.1 President's nominations for General Secretary and Treasurer and

14.3 Additional members' appointment

President Francisco Castella's nominations for Treasurer and General Secretary were approved by Council. He announced the full committee: Vice President – Yasushi Nagasawa; Second Vice President – Eric Hoibjelke; Past President – Steve Drinkrow; Treasurer – Jim Cook; General Secretary - Bernard Shapiro; additional members – Gaston Lam, Reinfried Sure, Pedro Elzaurdia.

16.1 Next meetings 2009 – Netherlands 9 and 10 October

16.2 Next meetings 2010 – Tokyo 15 and 16 November .

It is considered that the above represents a reasonable summary of the major items discussed, and of resolutions taken, at Council meeting No 41.

Yours sincerely,
Bernard Shapiro

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